# 2006 Application for 21st Century Community Learning Center Grants South Dakota Department of Education

## **Applicant Information**

Due Date: Postmarked by, or delivered to the Department of Education no later than February 17, 2006

Applicant Name				
School Attendance Centers to be Served				
Name of Authorized Representative for Applicant	Title of Authoriz	ized Representative for Applicant		
Address		Telephone Number		
City		Zip		
E-mail Address		Fax Number		
Name of Project Director	Project Director	's Employer		
Address		Telephone Number		
City		Zip		
E-mail Address		Fax Number		
Type of Applicant (check one only)				
Local Education Agency Indian Tribe	Faith-Based Organization			
Individual Community Based Organiz	ration Other (	Enocify)		
☐ Individual ☐ Community Based Organization ☐ Other (Specify)				
Authorized Representative Signature: I hereby certify that all data in this application are true and correct. The document has been duly authorized by the governing body of the applicant. The applicant will comply with the attached assurances if assistance is rewarded				
Authorized Representative's Printed Name Authorized Representative's		Signature	Date	
FOR STATE USE ONLY:				
SEA Approval Authorized Signature		Date		

Department of Education Return an original and four copies to:

To Sue Burgard 700 Governors Drive Pierre, SD 57501

# **Program Summary and Abstract**

Descriptive Title of Applicant's Project				
Student Populations Served (check all that apply)  Elementary School  Middle School  High School				
Types of Community Partners (check all that apply)  National organizations (e.g. Boys and Girls Clubs, YMCA/YWCA; Big Brothers/Big Sisters				
Community- Based Organizations (local nonprofits, foundations)				
☐ County or Municipal Agencies (e.g. police, parks and recreation, Social Services)				
☐ Faith-Based Organizations				
☐ Libraries or Museums				
Businesses				
☐ Colleges or Universities				
☐ Hospitals/Clinics/Health Providers				
Other				
List the names of each partner with the 21st Community Learning Center				
Program Summery (check all that apply)				
☐ Reading or Literacy ☐ Mathematics ☐ Art, Music, Dance, Theater ☐ Sports/Recreation				
Community Service Science Technology, Video or Media Services for Adults				
Cultural Activities, Social Studies Other				
Operating Hours (check all that apply)  After School  Weekend  Summer  Before School				
Are you currently receiving a 21st Century Community Learning Center grant from the SD DOE or any other governmental agency?  Yes No				

## Abstract

Briefly describe the programs' goals, services and activities, and planned participants				

# **Site List and Demographics**

Name and type of each site that will become a CLC	Rural or Urban R/U	% Free or Reduced lunch	Month Free or Reduced Lunch Determined	% Limited Eng- lish Proficient	# of students to be served by CLC	# of adults to be served by CLC

## For the entire grant please provide:

Total # of Centers	Average % Free/Reduced Lunch	Average % Limited English Proficient	Total # of Students to be served by CLC	Total # of Adults to be served by CLC

## **Dates for Grant:**

Project Year 1: July 1, 2006 – June 30, 2007 Project Year 2: July 1, 2007 – June 30, 2008 Project Year 3: July 1, 2008 – June 30, 2009 Project Year 4: July 1, 2009 – June 30, 2010 Project Year 5: July 1, 2010 – June 30, 2011

## **Instructions**

Carefully read the instructions and guidance before completing the application. Then submit 2006 application for 21st Century Community Learning Centers Grants with the following:

## **Table of Contents**—One page

## **Program Summary and Abstract**

**Program Narrative**—No more than 20 pages, double-spaced. Address each of the five criteria:

1. Need for Project (25 points) (See page 6 and 10 of instructions.)

The extent to which the students at the site(s) are in need of the services and/or are at risk of educational failure.

- 2. Quality of Project Design (35 points) (See page 6 and 10 of instructions.)
  - A. The extent to which the goals, objectives, and outcomes to be achieved by the proposed project are clearly specified and measurable.
  - B. The extent to which the design of the proposed project is appropriate to, and will successfully address, the needs of the target population or other identified needs.
  - C. The extent to which the proposed project will establish linkages with other appropriate agencies and organizations providing services to the target population.
  - D. The extent to which the results of the evaluation requirements will be used to refine, improve and strengthen the program.
- 3. Adequacy of Resources (10 points) (See page 7 and 10 of instructions.)
  - A. The adequacy of support, including facilities, equipment, supplies, and other resources from the applicant organization.
  - B. The extent to which the costs are reasonable in relation to the number of persons to be served and to the anticipated results and benefits.
- 4. Quality of Management Plan (25 points) (See page 8 and 10 of the instructions.)
  - A. The adequacy of the management plan to achieve the objectives of the proposed project on time and within budget, including clearly defined responsibilities, timelines, and milestones for accomplishing the project tasks.
  - B. How the applicant will ensure that diversity of perspectives are brought to bear in the operation of the proposed project, including those of parents, teachers, the business community, a variety of disciplinary and professional fields, recipients or beneficiaries of services, or others, as appropriate.
- 5. Cooperation and participation with other entities in the community as well as coordination of state and federal programs (5 points) (See page 8 and 10 of instructions.)

## **Budget Information**

- A. Use the Budget form in the application packet to provide a complete budget summary for each year of the project.
- B. A budget narrative is also required. (See page 12 of instructions for specifics to be included.)

**Assurances**—Carefully read, sign and date assurances

**Appendix**—Each application may be accompanied by an appendix (See page 12 of instructions for limitations.)

Other attachments to the application are strongly discouraged. (See page 12 of instructions.)

Deadline: An original with original signatures, and four copies of your entire grant must be postmarked by, or delivered to the Department of Education by February 17, 2006. (See page 13 of instructions.)

# SOUTH DAKOTA DEPARTMENT OF EDUCATION

BUDGET INFORMATION 21 <sup>ST</sup> CENTURY COMMUNITY LEARNING CENTER PROGRAM						
Name of Institution/Organ	ization					
BUDGET SUMMARY						
Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel						
2. Employee Benefits						
3. Travel						
4. Equipment						
5. Supplies						
6. Contractual						
7. Total Direct Costs (lines 1-8)						
8. Indirect Costs*						
9. Total Costs (lines 7-9)						
*Indirect Cost Information (To Be Completed by Your Business Office):						
If you are requesting to budge (1) Are you a South Dakota I		=			t cost rate. If no go to ni	ımher (2)
(2) Do you have a Restricted indirect costs. If yes, go to	Indirect Cost Rate Agre					
(3) Period Covered by the Re	stricted Indirect Cost Ra	te Agreement: From: _	/To:	_// (mm/dd	l/yyyy)	
Approving agency (please						
(4) Please attach a copy of your approved restricted indirect cost rate agreement.						

## **Budget Categories**

**Salaries:** Salaries; paid to certificated individuals (i.e., certified teachers); staff that are not certificated (i.e., paraprofessionals, secretaries, teachers' aides, bus drivers).

**Employee Benefits:** Payments made on behalf of employees that are not part of gross salary (i.e., insurance, Social Security, retirement, unemployment compensation, Workers Compensation, annual leave, sick leave).

**Travel:** Expenditures for staff travel, including mileage, airline tickets, taxi fares, meals, lodging, student transportation.

**Equipment:** This category should only be used for the purchase of equipment that will be capitalized under the grantee's capitalization policy. (Note: Indirect costs do not apply to capital equipment purchases.)

**Supplies:** Include both consumable and non-consumable supplies. Consumable supplies include materials, software, videos, textbooks, etc. Non-consumable supplies include items that are not consumed and do not meet the grantee's capitalization policy including computers, electronic equipment, desks, tables, etc.

Note: Equipment with a purchase price of \$500 or more should be included on the grantee's Equipment Inventory List.

**Contractual:** (Purchased Services) Personal services rendered by personnel who are not employees of the LEA, and other services the LEA may purchase. Workshop & conference fees, tuition, contracted services, consultants, scoring services, rent, travel, etc.

**Indirect Costs:** Costs not readily assignable to a cost objective incurred for a common or joint purpose. Grantee's must have an approved restricted indirect cost rate before indirect costs may be charge to this program.

### STATEMENT OF ASSURANCES

#### **GENERAL ASSURANCES:**

The applicant hereby assures the South Dakota Department of Education that:

- 1. Each program will be administered in accordance with all applicable statutes, regulations, program plans, and applications.
- The control of funds provided under each program and title to property acquired with program funds will be in a public agency or in a nonprofit private agency, institution, organization, or Indian tribe, if the law authorizing the program provides for assistance to those entities.
- 3. The public agency, nonprofit private agency, institution, or organization, or Indian tribe will administer the funds and property to the extent required by the authorizing statutes.
- 4. The applicant will adopt and use proper methods of administering each such program, including
  - the enforcement of any obligations imposed by law on agencies, institutions, organizations, and other recipients responsible for carrying out each program; and
  - the correction of deficiencies in program operations that are identified through audits, monitoring, or evaluation.
- The applicant will cooperate in carrying out any evaluation of each such program conducted by or for the State educational agency, the Secretary, or other Federal officials.
- 6. The applicant will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for, Federal funds paid to the applicant under each such program.
- 7. The applicant will
  - submit such reports to the State educational agency (which shall make the reports available to the Governor) and the Secretary as the State educational agency and Secretary may require to enable the State educational agency and the Secretary to perform their duties under each such program; and
  - maintain such records, provide such information, and afford such access to the records as the State educational agency (after consultation with the Governor) or the Secretary may reasonably require to carry out the State educational agency's or the Secretary's duties.
- 8. Before the application was submitted, the applicant afforded a reasonable opportunity for public comment on the application and considered such comment.
- 9. Funds will be used to increase the level of State, local, and other non-Federal funds that would, in the absence of federal funds, be made available, and in no case supplant such State, local, and other non-Federal funds.
- 10. Equitable participation of non-public schools (if any) will be provided. The applicant will consult with officials of non-public schools in a meaningful and timely manner, provide non-public participants genuine access to equitable services and equal expenditure of funds.
- 11. The applicant will assure that the program will primarily target students who attend schools eligible for schoolwide programs under section 1114 and the families of such students;
- 12. The applicant will transport students only in vehicles that meet applicable safety standards;
- 13. The applicant will develop the program and will actively collaborate with the schools the students attend;
- 14. The applicant will after the submission, provide for public availability and review of the application and any waiver request.
- 15. If a public or private organization, other than an elementary, middle or secondary school, assures that its program was developed and will be carried out in active collaboration with the schools the students attend;
- 16. The applicant will conduct the program in a safe and easily accessible facility that complies with all health, fire and safety requirements; facilities other than an elementary, middle, or secondary school must be at least as available and accessible to the participants as if the program were located in an elementary or secondary school;
- 17. Applicant will coordinate and collaborate, to the extent feasible and necessary as determined by the applicant, with other agencies providing services to children, youth, and families, including health and social services;

#### PRO-CHILDREN ACT OF 1994 ASSURANCE

I hereby acknowledge that the LEA of which I am the authorized representative, has adopted the provisions of the Pro-Children Act of 1994. (The Pro-Children Act requires that smoking not be permitted in any indoor facility used routinely or regularly for the provision of "children's services" to persons under age 18, if the services are funded by specified Federal programs either directly or through State or local governments.)

#### GUN FREE SCHOOLS ACT ASSURANCE

I hereby acknowledge that the LEA, of which I am the authorized representative, has adopted a Gun Free Policy that is in compliance with SDCL 13-32-4.

## CONSTITUTIONALLY PROTECTED PRAYER IN PUBLIC SCHOOLS CERTIFICATION

I hereby certify that the LEA, of which I am the authorized representative, has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in its public elementary and secondary schools.

As a condition of receiving federal funds under terms of the Elementary and Secondary Education Act ("ESEA") of 1965, as amended by Section 9524 of the No Child Left Behind Act of 2001, this certification is required by October 1st of each year. The South Dakota Department of Education in its role as the official public education state agency in South Dakota will annually send to the U.S. Secretary of Education a list of those LEAs in South Dakota that have not submitted the required certification or against which complaints have been made that the LEA is not in compliance with this provision.

#### ADDITIONAL ASSURANCES

#### LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 34 CFR Part 82, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 34 CFR Part 82, Sections 82.105 and 82.110, the applicant certifies that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

#### DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR Part 85, for prospective participants in primary covered transactions, as defined at 34 CFR Part 85, Sections 85.105 and 85.110--

- A. The applicant certifies that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgement rendered against them for commissio of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2)(b) of this certification; and
- (d) Have not within a three-year period preceding this application had one or more public transaction (Federal, State, or local) terminated for cause or default; and
- B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

## **DRUG-FREE WORKPLACE**

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610 -

- A. The applicant certifies that it will or will continue to provide a drug-free workplace by:
- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an on-going drug-free awareness program to inform employees about:
- (1) The dangers of drug abuse in the workplace;
- (2) The grantee's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
- (1) Abide by the terms of the statement; and

- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Director, Grants Policy and Oversight Staff, U.S. Department of Education, 400 Maryland Avenue, S.W. (Room 3652, GSA Regional Office Building No. 3), Washington, DC 20202-4248. Notice shall include the identification number(s) of each affected grant;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:
- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

### ASSURANCES - NON-CONSTRUCTION PROGRAMS

Note: Certain of these assurances may not be applicable to your project or program.

As the duly authorized representative of the applicant I certify that the applicant:

- 1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
- 2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- 3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- 4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- 5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
- 6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g). 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
- 7. Will comply, or has already complied, with the requirements of Titles II and III of the uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
- 8. Will comply, as applicable, with the provisions of the Hatch Act (5 U.S.C. 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. 276a to 276a-7), the Copeland Act (40 U.S.C. 276c and 18 U.S.C. 874) and the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333), regarding labor standards for federally assisted construction subagreements.

- 10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- 11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. 1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
- 12 Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C., 1721 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- 13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
- 14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- 15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C., 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
- 16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
- 17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, □ Audits of States, Local Governments, and Non-Profit Organizations.
- 18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

South Dakota Department of Education that the	<b>TATEMENT:</b> The above named applicant assures the nese projects will be administered in compliance with the state and federal laws and regulations applicable to the use in this application is accurate and complete.
Name of Authorized Representative (Type or Print)	
X	
Original Signature of Authorized Representative	Date